

**2009 ANNUAL REPORT TO THE CITY COUNCIL  
BY THE PLANNING COMMISSION**

This report summarizes the activities and actions of the City of Falls Church Planning Commission during calendar year 2009. The Planning Commission was established by the City Charter, Section 17.02. It is composed of seven (7) members. Members are appointed by the City Council for renewable four-year terms. Those serving as Planning Commissioners for 2009 were: John Lawrence, Chair; Melissa Teates, Vice Chair; Lindy Hockenberry; Michael Kearney; Robert Meeks; Ruth Rodgers; and Russell Wodiska.

The Planning Commission advises the City Council and the City Manager on a variety of planning matters. The Commission studies and recommends changes to the City's Comprehensive Plan. The Planning Commission is delegated the authority to review and approve all site plans, subdivisions, and easement acceptances.

The Planning Commission makes recommendations to the City Council on the Capital Improvements Program (CIP), the capital budget, rezonings, Zoning text amendments, acquisitions and vacations of public rights-of-way, and the disposal of City-owned property. The Planning Commission also makes recommendations to the Board of Zoning Appeals (BZA) on special use permits and variances related to site plans.

The Planning Commission held eighteen regular meetings and met seventeen times in worksessions, including ten joint worksessions with the City Council. The following is a comprehensive itemization of planning and zoning related issues on which the Planning Commission took action during 2009:

**COMPREHENSIVE PLAN AND AMENDMENTS**

Held worksession on the Arts and Cultural District

**ZONING TEXT AMENDMENTS** – None this year.

**REZONINGS – AMENDMENTS TO THE ZONING DISTRICT MAP** – None this year.

**SPECIAL EXCEPTIONS**

20080979, Special Exception Amendment, Retail, Retail Service, and Office Uses, 410 South Maple Avenue, Pearson Square (2 meetings)

Action: Motion to recommend to the City Council approval by passing Resolution TR8-60 with a condition that the subject property known as Pearson Square up to 8,000 square feet of the first floor commercial space may be for retail service and/or business, professional, medical, and dental offices uses and with the limitation that of this 8,000 square feet, no more than 2,400 square feet may be occupied by medical or dental office uses. Additionally, there is a preference for a restaurant in the northern corner of (the) building currently designated as Retail 9. The motion passed unanimously.



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Yes: Hockenberry, Kearney, Meeks, Lawrence, Rodgers, Teates, and Wodiska

### SITE PLAN/SUBDIVISION REVIEWS:

A. 20090004, Subdivision, 411 East Jefferson Street

Action: Motion made to grant preliminary and final approval, subject to staff administrative review and confirmation that all legally required signatures have been obtained and that such plats shall be brought to the Chair of the Planning Commission for signature. The motion passed unanimously.

Yes: Hockenberry, Lawrence, Meeks, Rodgers, Teates, and Wodiska

Absent: Kearney

B. 20090419, Subdivision (Consolidation) for BJ's Wholesale Club, 6607 Wilson Boulevard

Action: Motion made to approve Subdivision 20090004 with the condition that the Planning Director may grant final administrative approval upon resolution of the items listed in the staff report that pertain to the subdivision. The motion passed unanimously.

Yes: Hockenberry, Lawrence, Meeks, Rodgers, Teates, and Wodiska

Absent: Kearney

C. 20080057, Site Plan for BJ's Wholesale Club, 6607 Wilson Boulevard

Action: Motion made to approve Site Plan 20090057 with the condition that the Planning Director may grant final administrative approval upon resolution of the 23 items listed in the staff report, including modifications of separate construction plan, notification of the neighbors, and consulting with the animal control officer of the Falls Church City Police Department; with the additional modifications that Item Two be a vinyl fence being seven foot and covering the fence along the entire rear of the site including the corner around with the additional property owners; and that the pedestrian walkway, Item One, be located as indicated in the proposed plan by the developer. The motion passed unanimously.

Yes: Hockenberry, Lawrence, Meeks, Rodgers, Teates, and Wodiska

Absent: Kearney

D. 20090471, 215 South Lee Street to reduce the size of the lot by approximately 5,000 square feet and to consolidate that 5,000 square feet with three parcels that comprise City parkland, known as the Hamlett/Rees Tract. Additionally, public access to the Hamlett/Rees Tract will be provided via an eight-foot trail easement on the property located at 215 South Lee Street. The residential property will contain 13,299 square feet and the combined one parcel parkland will contain 187,356 square feet.

Action: Motion made to grant preliminary and final approval, subject to staff administrative review and confirmation that all legally required signatures have been obtained, that the deed of the easement be amended to include provisions for fencing and signage at the City's sole option as approved by the City Attorney, and that such plat shall be brought to the Chair of the Planning Commission for signature. The motion passed unanimously.

Yes: Hockenberry, Kearney, Lawrence, Meeks, Rodgers, Teates, and Wodiska



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E. 20090407, West End Park, 1000 Block of West Broad Street (5 meetings)

- Action: Motion made to approve the site plan with the condition that staff administratively approves a resubmission incorporating the following 16 items:
1. Additional information regarding stormwater quantity control/outfall adequacy to verify that the analysis complies with all Code requirements.
  2. Inclusion of the NVRPA agreement and the most current version of all other agreements shown on Sheet 21.
  3. Information deemed by staff to meet the requirements of Section 48-1137(4) of the City Code (a signed statement by the owner of each property subject to the site plan indicating that the owner joins in the site plan and agrees to be bound by all site plan requirements.
  4. A calculation of the land area included in the improvement to the swale area and, if applicable based on the calculation, a Chesapeake Bay Interdisciplinary Review Team (CBIRT) review of that proposed work.
  5. Delineation of the land area subject to the site plan.
  6. Parcel information for the VEPCO-owned property.
  7. Revision of the limits of clearing and grading to include the swale area.
  8. Edits to Site Tabulations on Sheet 2 to differentiate Code provisions/requirements from information referring to what is being proposed in the site plan application.
  9. Removal of the word "Utility" from title for Sheet 21.
  10. Removal of the West Broad Street streetscape planter from the scope of work.
  11. Use of super silt fencing next to BXA LLC property during the construction process.
  12. Notwithstanding the proposed bike bollards, addition of more than one bike rack or other bike storage accommodation and consideration of a different design (a design other than bike bollards for the additional bike rack(s) or bike storage).
  13. Finalized colors of the proposed site furnishings consistent with comments provided by the AAB.
  14. Signage at the West Broad Street gateway indicating that the park closes at dark.
  15. Possible relocation of the trash and recycling receptacles near the West Broad Street gateway.
  16. Approved access easements on abutting properties.
- The motion passed 5-1.

Yes: Ms. Hockenberry, Mr. Lawrence, Ms. Rodgers, Ms. Teates, and Mr. Wodiska.

No: Mr. Kearney

Absent: Mr. Meeks

F. 20090474, Subdivision, 400 Block of Park Avenue, to Reconfigure Two Lots (7 & 8) into Two Lots (7A & 8A)

- Action: Motion made to grant preliminary and final approval subject to staff administrative review and confirmation that all required items have been obtained and that such plat be brought to the Chair of the Planning Commission

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for signature; and that the Zoning Administrator confirm the zoning and it is, in fact, T-1. The motion passed unanimously.  
Yes: Hockenberry, Lawrence, Meeks, Rodgers, Teates, and Wodiska  
Absent: Kearney

### GENERAL PLANNING/DEVELOPMENT

#### A. Amendments to the Planning Commission's Rules of Procedure (2 Meetings)

Action: Motion made to adopt all amendments proposed by the Rules of Procedure Committee. The motion passed unanimously.  
Yes: Hockenberry, Kearney, Lawrence, Meeks, Teates, and Wodiska  
Absent: Rodgers

#### B. Review of American Planning Association (APA) Ethics Regulations

Action: No action required; discussion only.

#### C. Department of Development Services Fee Schedule Amendments

Action: Motion made to recommend to the City Council approval with a modification of consistent measurement of land area of metric use throughout the fee schedule. The motion passed unanimously.  
Yes: Hockenberry, Lawrence, Rodgers, Teates, and Wodiska  
Absent: Kearney and Meeks

#### D. Arts and Cultural District Planning

Action: No action required; presentation and discussion only.

#### E. Gathering of Public Officials to Attend the Town Hall Meeting on June 11, 2009

Action: No action required.

#### F. Comprehensive Plan Update (Two Meetings)

Action: No action required; discussion only.

#### G. Zoning Ordinance Rewrite Project Update (Two Meetings)

Action: No action required; discussion only.

#### H. National Community Planning Month

Action: No action required; discussion only.

### ACQUISITIONS/VACATIONS OF LAND

Disposition of Land: Authorizing the City Manager to Advertise the Sale of Real Property at 215 South Lee Street

Action: Motion made to recommend approval of the sale of a portion of land owned by the City at 215 South Lee Street subject to the following:

1. That the lot shall be divided in two portions, one approximately 13,500 square feet containing the existing home, and one retained by the City, approximately 4,700 square feet, that will be used to complete a pedestrian bike trail through Hamlett Park;



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2. Installation of an easement on the lot to be sold to allow for access to the park from Lee Street; and
  3. Proceeds from the sale will be used to fund future open space acquisition.
- The motion passed unanimously.  
Yes: Hockenberry, Lawrence, Rodgers, Teates, and Wodiska  
Absent: Kearney and Meeks

### SPECIAL USE PERMITS/VARIANCES

- A. Special Use Permit U1466 for a Major Home Occupation (Accounting Office), in accordance with Section 38-16(c)(10) on premises known as 1000 South Washington Street, Lot 502, Section 5 of Greenway Downs of the Falls Church Real Property Identification Map, zoned R-1B, Medium Density Residential (Application 20090050).

Action: Motion made to recommend to the Board of Zoning Appeals approval of application 20090050 for the subject property known as 1000 South Washington Street with the following conditions:

1. That the hours of operation are from 9 AM to 6 PM on Monday through Friday and from 9 AM to 8 PM Monday through Saturday during tax season defined as February 15<sup>th</sup> to April 15<sup>th</sup>;
2. That the maximum number of clients per day will be four except during tax season when the maximum number per day would be nine;
3. That the office be located on the main level of the house;
4. That this special use permit be used for this applicant only and not be transferred to another person or property; and
5. That the application be approved indefinitely.

The motion passed unanimously.

Yes: Hockenberry, Lawrence, Meeks, Rodgers, Teates, and Wodiska  
Absent: Kearney

- B. Special Use Permit U1471-04, to Permit a Group Home Otherwise Not Permitted by Right and as Permitted by Special Use Permit to Operate a Group Home at 209 East Broad Street by Homestretch, Inc.

Action: Motion to recommend approval to the Board of Zoning Appeals to allow Homestretch to operate a transitional housing group home at 209 East Broad Street for a maximum of six single women for a period of three years with the following conditions:

1. That the permit be issued for a period of three years; and
2. That the applicant provide an annual written report to the Board of Zoning Appeals for each of the three years documenting whether or not there have been any additional zoning or police complaints.

The motion passed unanimously.

Yes: Hockenberry, Meeks, Lawrence, Rodgers, Teates, and Wodiska  
Absent: Kearney

- C. Special Use Permit U1488-08, to Permit a Bank Drive-Through at 1230 West Broad Street

Action: Motion made to recommend denial to the Board of Zoning Appeals due to concerns over traffic flow as it relates to the Americans with Disabilities Act

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(ADA) (parking) space location and Route 7 congestion. The motion passed unanimously.

Yes: Hockenberry, Lawrence, Meeks, Rodgers, Teates, and Wodiska

Absent: Kearney

- D. 20090491, Variance, Colonial Garden Townhouse Development, to Permit a Deck in the Rear Yard of 315 North Maple Avenue

Action: Recommended approval to the Board of Zoning Appeals. The motion failed 3-3). The Planning Commission's Rules of Procedure deem a tied vote as denial.

Yes: Hockenberry, Meeks, and Rodgers

No: Lawrence, Teates, and Wodiska

Absent: Kearney

### CAPITAL IMPROVEMENTS PROGRAM (CIP)

- A. FY 2010-2014 (4 Meetings)

Action: Motion made to recommend that the City Council approve pursuant to Section 6.19 of the City Charter and Section 17.08 of the City Code the Fiscal Year (20)10 to (20)14 CIP/COP as presented on January 5, 2009, revised to February 2, 2009, and to include for land building acquisition in Fiscal Year (20)10, Two Million (\$2,000,000) for City Hall Public Safety Improvements and Two Million (\$2,000,000) for the Library Expansion; the library expansion as a separate line item. The motion passed unanimously.

Yes: Hockenberry, Kearney, Meeks, Lawrence, Rodgers, Teates, and Wodiska

- B. FY 2010-2014 Adjustments

Action: Discussion only.

- C. FY 2010-2014 Amendments (2 Meetings)

Action: Motion made to recommend to the City Council that the CIP be amended to include the following: the addition of two new projects funded by AARA stimulus funds in the amount of \$200,000 for sidewalk reconstruction and \$125,000 for traffic calming; and the transfer of \$30,240 from the completed City Center Transportation Plan project to the Pedestrian and Bicycle Plan project, both of which are RSTP projects. The motion passed unanimously.

Yes: Ms. Hockenberry, Mr. Meeks, Ms. Rodgers, and Ms. Teates.

Absent: Mr. Kearney, Mr. Lawrence, and Mr. Wodiska

### REGIONAL COOPERATION

- East Falls Church Planning Study Task Force



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### MEMBERSHIP/RELATED BUSINESS

- A. Support/Assignments to City Boards/Commissions. During 2009, Commissioners served as members of or liaisons to the following boards/commissions:

Advisory Board of Recreation and Parks (Member)  
Architectural Advisory Board  
Citizens' Advisory Committee on Transportation  
Economic Development Authority (Ex-Officio)  
Historical Commission  
Housing Commission  
Planning Commission Rules of Procedure Committee (Members)  
Tree Commission

- B. Support/Assignments to Committees and Task Forces. During 2009, Commissioners served as members of or liaisons to the following committees and task forces:

Open Space Task Force  
Preservation Partners Task Force  
Schools Expansion Working Group  
Zoning Ordinance Advisory Committee Falls Church Citizen Task Force

### WORKSESSIONS

#### Planning Commission Only

- A. Capital Improvements Program (CIP) (2 Worksessions)  
B. 20080862, Site Plan for City Center South Apartments/360 Office  
C. 20080865, Subdivision (Consolidation of Three Lots to Two Lots) for City Center South Apartments/360 Office  
D. North Washington Street Streetscape Design  
E. Department of Development Services 2009 Work Program  
F. 20081039, Conditional Rezoning (T-1 to B-1) 120 North Lee Street/609 Park Avenue

#### Joint with City Council

- A. 20081039 Conditional Rezoning (T-1 to B-1) 120 North Lee Street/609 Park Avenue  
B. Capital Improvements Program (CIP) Fiscal Years 2010-2014 and General Fund Budget  
C. Hamlett Park Properties  
D. East Falls Church Planning and Transportation Study

E. North Washington Street Streetscape Plan

F. South Washington Street Transportation Plan

G. Zoning Ordinance Rewrite Project Update

H. North Washington Street Design Guidelines

I. Surplus Properties Report

Joint with City Council and School Board

FY 2010 Budget Issues

The City of Falls Church is committed to the letter and to the spirit of the Americans with Disabilities Act. This document will be made available in alternate format upon request. Call 703.248.5040 (TTY 711).